

Performance Evaluation Criteria for Compensation Committee's Compensation Consultant

Sample Template

Performance criteria are organized into four key areas of support generally provided by the executive compensation consultant:

- Engagement
- Technical Expertise and Partnership Skills
- Preparation and Accuracy
- Strategic Consultation Skills

The Committee should expect an independent executive compensation consultant to perform reasonably well in all areas listed. To assist with scoring the Committee's evaluation of the items on the checklist, we suggest the following scale:

- 1 = Did not meet expectations
- 2 = Met some expectations
- 3 = Fully met expectations
- 4 = Exceeded expectations

ENGAGEMENT	RATING
Consultant attended committee meetings as requested.	
Consultant attended pre-meeting sessions with committee chair as requested.	
Consulting team was available to meet with human resource staff regarding meeting material as directed by the committee chair.	
Consulting team was willing and able to deliver on ad hoc requests and special projects as expected.	
Total Engagement Score	

TECHNICAL EXPERTISE AND PARTNERSHIP SKILLS	RATING
Consultant demonstrated deep expertise and knowledge of executive compensation and governance practices.	
Consultant demonstrated a solid understanding of the business environment and related context.	
Consultant effectively engaged with the committee to help clarify issues, expand upon the data and offer insight into competitive practices.	
Consultant effectively engaged with management and the human resources staff to help clarify issues, expand upon the data and offer insights into competitive practices.	
Consultant utilized a balanced approach to help facilitate healthy discussion by providing insights intended to inform committee deliberations and decisions.	
Consultant provided not only insights regarding competitive practices but also helped determine which of the prevailing practices would support the company's business strategy, talent strategy and culture.	
Total Expertise and Partnership Skills Score	

PREPARATION AND ACCURACY	RATING
Consultant demonstrated a sound grasp of the material presented for committee review.	
Meeting material was accurate, free of errors and complete.	
Meeting material was provided to the committee sufficiently in advance of the meeting.	
Meeting material was well organized and clearly presented.	
Total Preparation and Accuracy Score	

STRATEGIC CONSULTATION SKILLS	RATING
Consultant provided forward looking advice and counsel as to emerging trends, developing legislative and regulatory actions, and a reasoned perspective as to the implications for the company.	
Consultant provided periodic updates on the latest legislative and regulatory developments and the potential impact on the company.	
Consultant provided helpful advice regarding proxy statement and other disclosures.	
Consultant was knowledgeable of investor views and voting policies and provided helpful input on the company's strategy for shareholder engagement.	
Total Strategic Consultation Skills Score	

Comments / Feedback for Consultant

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